



# PHILBROOK MUSEUM OF ART

2024–2025 Corporate Rental Guide



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## ABOUT PHILBROOK

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### The Museum

Philbrook Museum of Art is committed to being Tulsa's most welcoming and engaging cultural institution, providing a unique trifecta of experiences: a historic home, world class art museum, 25 acres of gardens.

Philbrook Museum of Art opened on October 25, 1939. The addition of a 70,000 square foot wing in 1990 turned the historic home into a modern museum complex. A major garden renovation in 2004 cemented the Museum's reputation as "the most beautiful place in Oklahoma."

Through bold action and strategic investment, we create a space for new ideas, diverse stories and perspectives, and social connection. The Philbrook Collection features more than 16,000 objects with a focus on American, Native American, and European art. Serving over 160,000 visitors annually, Philbrook shines a light on Tulsa's storied and complex past while building a diverse and creative vision of the city's future.



# EVENT SPACES

## Patti Johnson Wilson Auditorium

230 Theatre

This intimate theater offers full audio-visual, with backstage access to a private, furnished green room for pre-show needs. Floor-length curtains open to reveal Terrace and garden views.

## Charles P Williams Conference Room

72 Banquet, 72 Standing

Discover the versatility of this practical round space. Whether you envision seated banquets, captivating theater-style presentations, or engaging classroom-style setups, this space is ready to bring your vision to life. With its adaptable layout and generous size, this room is designed to effortlessly transform and cater to your specific requirements

## Guest Lounge and Westby Patio

120 Banquet, 250 Standing

Breathtaking views of the Philbrook Gardens from the floor-to-ceiling glass wall make for an indoor event with an outdoor feeling. The patio and amphitheater style garden is great for dinners, lounging, bands and cocktails.

## Mabee Lobby and Rotunda

250 Banquet, 250 Standing

Want to make a grand entrance? The terrazzo floors, ornate columns and atrium present a majestically lit setting for receptions, corporate gatherings, dinner parties and epic live music and dance floors.

## Villa Terrace and Great Hall

50 Banquet, 200 Standing

A country house in a city setting, the Villa Great Hall & Terrace is the optimum in elegance. Framed by signature arches and limestone staircases, the Terrace landing offers panoramic views of the formal Gardens, the reflecting pool and the Tempietto.

## South Formal Garden

250 Banquet, 300 Standing

The South Formal Garden is the largest formal garden event space on the grounds. Renovated in the early 2000's, the garden is capped by the Villa and the "Summer House" Six arched niches with benches and power access make for a beautiful and versatile space.

## Tempietto Lawn

120 Banquet, 250 Standing

Located at the bottom of our informal gardens, you'll find our iconic Tempietto. The picturesque lawn provides a beautiful green backdrop to ceremonies and receptions alike.

## Tandy Pavilion (Opening Fall 2025)

200 Banquet, 250 Standing

Philbrook's newest addition will open in late Summer 2025! A grand covered pavilion on the south of campus will give you wide views of the Villa and Gardens and provide a beautiful indoor and outdoor option for your night.





# CONFERENCE AND CONCERT PACKAGES

Event Space	Half Day (3-Hours)	Full Day (8-Hours)	After-Hours (Per Hour)
Charles P Williams Conference Room	\$1,000	\$2,000	\$500
Patti Johnson Wilson Auditorium	\$2,000	\$4,000	\$1,000

**Amenities:**

- Available Half or Full Day Rentals
- After-Hours Rentals are Per-Hour with a 2-hour minimum.
- Included Set-Up and Tear-Down Time
- Tables and Chairs
- Projector, Microphone, House Sound, Lectern
- Basic Set-Up and Custodial Clean-Up
- Complimentary On-Site Parking
- Warm Catering Kitchen

**Optional Add-Ons:**

- Galleries + Garden Time \$1,250/hour
- Open Hours General Admission \$14/Person
- Additional Meal Space \$1,000
- Steinway Piano Tuning \$225





# GALLERY GATHERING PACKAGE

## Amenities:

- (1) Reception Space
- 2 Hours of Event Time
- 2 hours of Gallery and Garden Access
- Complimentary Set-Up and Tear-Down Time
- 8 Standing Bistro Tables + 4 Bar & Food Tables
- Audio Hook-Up + Mic for use with background music in all indoor spaces
- Vendor or Performer Green Room
- Basic Set-Up and Custodial Clean-Up
- Complimentary On-Site Parking
- Warm Catering Kitchen

**\$4,000 – Select Between Guest Lounge with Westby Patio, Villa Terrace with Garden Views, Mabee Lobby and Rotunda**





# BUILD YOUR OWN BANQUET

**Amenities:**

- Select any of our 7 Event Spaces (Not Including Patti Wilson Auditorium or Charles Williams Conference Room)
- All rentals include a 4-hour Event Time.
- 3-hours of Set-Up
- 2-hours of Tear-Down
- 8 Standing Bistro Tables + 4 Bar & Food Tables
- Audio Hook-Up + Mic for use with background music in all indoor spaces
- Vendor or Performer Green Room
- Basic Set-Up and Custodial Clean-Up
- Complimentary On-Site Parking
- Warm Catering Kitchen
- Accessibility Golf Cart Access

**Optional Add-On:**

- Gallery and Garden Time \$1,250/Hour
- Patti Wilson Auditorium Presentation - \$500

Number of Event Spaces	Price
3 Event Spaces	\$8,000
2 Event Spaces	\$6,000
1 Event Spaces	\$4,000





# WHAT MAKES PHILBROOK STAND OUT

## Historic Villa

In 1938 Waite Phillips surprised Tulsans with the announcement of his gift of the 72-room mansion and surrounding 23 acres of grounds as an art center for the city of Tulsa. The integrity of the original residence remains intact while later additions to the facility and gardens complete this classic Tulsa attraction.

## Memorable Gardens

Recently named “the most beautiful place in Oklahoma” by House Beautiful Magazine, the 25-acre Philbrook Gardens provide a setting like no other. A little piece of Tuscany in Tulsa.

## Unique Gifts

The Philbrook Museum Shop sells books, art objects and other distinctive gifts of quality design, including favorites inspired by our collection and current exhibitions. We can also arrange to have the store open for your guests to browse and shop during your event.

## Child Care Space

With expansive art studios and child friendly programming always at the ready, Philbrook can provide a fun and safe environment for events that require a little extra space for their littlest guests!

## Docent-Led Tours

Our team of Docents are trained teaching guides who lead groups on museum tours. Allow your guests to dive deeper into all the history and art that Philbrook has to offer.





# POLICY HIGHLIGHTS

## Payment Schedule

A rental deposit of 25% of the rental value is due at the time of contract. The deposit is non-refundable and will be applied toward the overall balance. The remaining balance will be broken into 2-3 equal payments as agreed upon between Host and Philbrook.

## Catering

We have an amazing list of our favorite local caterers to choose from. You are required to select a caterer for the provided list. Limited exceptions will be considered for events with unique cultural, ethnic, or religious requirements.

## Alcohol

Allowed! All alcohol must be served by a Philbrook-approved and licensed bartender. Philbrook has a strict “no shot” policy, all liquor must be served in a mixed drink. The bar must close 30 minutes prior to the event ending, with a maximum of five hours of serving time.

## Music

Philbrook is in a residential area and takes pride in being a good neighbor. Event hosts agrees that any noise and music resulting from Event will not be audible outside the Philbrook property and be off after 11 p.m..

## Decorations

Décor may not be affixed to any wall, floor, or ceiling. Restricted items on property include but are not limited to sparklers, fireworks, glitter, pins/tacks, confetti cannons, live animals. No flame candles of any kind are allowed at an Event, except for food warming purposes.

## Exhibitions

Philbrook is a not-for-profit fine arts museum with a mission to serve our community. Exhibitions are subject to change periodically, and Philbrook cannot guarantee that the rental space as specified in the agreement will remain unchanged. Philbrook reserved the right to install works of art in and about Museum and Garden spaces.

## Equipment

We have a limited supply of tables and chairs available for use. We recommend renting a majority of your equipment needs from third-party vendors.

## Parking

Philbrook’s parking lots can accommodate over 150 vehicles. Guests are welcome to self-park or Event hosts can contract a third-party valet service.

## Set-Up/Clean-Up

All setup and breakdown of events must occur on the same day unless prior arrangements have been approved by the Venue Sales Manager. Philbrook staff will not accept or sign for vendor deliveries. The Museum is also not responsible for any materials, rentals, or décor left behind.

## Maintenance

Event hosts, caterers, and vendors are responsible for their own cleanup. In-house maintenance staff will be present to handle facility equipment, custodial cleanup, and emergencies. If additional maintenance or cleanup is necessary, additional fees may apply.

## Smoking

Philbrook is a smoke-free campus. Smoking, including but not limited to cigarettes, electronic cigarettes, and cigars, is not allowed anywhere in the Museum or on the grounds.

## Accessibility

All spaces within the Museum are ADA accessible. Philbrook has a golf cart that can easily transport guests anywhere in the Gardens.

## Staffing

Philbrook will provide on-site security and custodial staff for the duration of the event. All Events will include a designated Philbrook Event Host to assist with planning and day-of logistics.

## Discounts

We offer a 20% discount for Non-Profits. We also offer a 10% discount on weddings for active military.





# PREFERRED PARTNERS

## Required Caterers:

**Aila's Catering**  
Catering Manager: Aila Wimpy  
Email: info@ailascatering.com  
Web: ailascatering.com

**Andolini's Catering**  
Catering Manager: Ashley Brown  
Email: catering@andopizza.com  
Web: andopizza.com/catering  
Social: @andocatering

**Justin Thompson Catering**  
Catering Manager: Amber Acosta  
Email: amber@jtrgroup.com  
Web: tulsacatering.com  
Social: @jtrcatering

**Ludger's Catering**  
Catering Manager: Megan Sherrill and Lindsey Freitag  
Email: sales@ludgerscatering.com  
Web: ludgerscatering.com

**Catering by Party Serve**  
Catering Manager: Jaana Donathan  
Email: info@partyserve.com  
Web: partyserve.com  
Social: @cateringbypartyserve

**Provision Pantry**  
Catering Manager: Amber Behrens  
Email: provisionpantry@gmail.com  
Web: provision-pantry.com  
Social: @provision\_pantry

**Valet:**  
**Royal Valet**  
Web: royalvalettulsa.com  
Social: @royalvaletusa

**Rentals:**  
**Party Perfect Event Rentals**  
Web: partyperfecteventrentals.com  
Social: @partyperfectok

**Stay Gold Event Rentals**  
Web: staygoldevents.com  
Social: @staygoldeventrentals

**The Velvet Willow**  
Web: thevelvetwillow.com  
Social: @thevelvetwillow

**Audio Visual:**  
**Integrity Lighting Inc.**  
Web: integritylighting.com  
Social: @integritylighting

**Lions Road**  
Web: lionsroad.com  
Social: @lionsroad

**Redline Entertainment**  
Web: redlinedjok.com  
Social: @redlineentertainment

**Florals:**  
**Ever Something**  
Web: eversomething.com  
Social: @eversomethingevents

**Penelope and Lu**  
Web: penelopeandlu.com  
Social: @penelopeanlu

# THE NEXT STEP

Our expert team will work with you to create an unforgettable event that reflects your personal style and vision that your guests will talk about for years to come!

Please visit our website or contact the Venue Sales Team directly to begin the booking process.

We look forward to seeing you soon!

Philbrook Venue Sales Team  
2727 South Rockford Road  
Tulsa, Oklahoma 74114  
918-748-5399

events@philbrook.org  
www.philbrook.org/visit/host-an-event



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